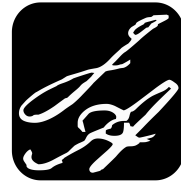


JEFFERSON ACADEMY
Board of Directors Meeting
Saturday, January 9, 2016



JEFFERSON
ACADEMY

Location: 290 N. Flint Street
Kaysville, UT 84037

In Attendance: Keith Facer, Shelley Young, Alana Wilson, Taylor Leavitt, Judy Nixon

Others in Attendance: Nicole Jones, Kim Dohrer, Steve Davis, Kara Finley, Britin Van Brocklin

Jefferson Academy will offer an academically challenging and content-rich history-centered curriculum that incorporates the study of American citizenship and is based on the Core Knowledge Sequence. Jefferson Academy will provide an environment in which every student has the opportunity to gain a strong foundation of knowledge in world and American history, classic literature, science, math and fine arts. It is the desire and mission of this school to have every child be challenged, experience success and master basic skills, grow in academic ability and content knowledge, and develop an understanding and appreciation for our nation's heritage and founding principles.

MINUTES

9:10 AM – CALL TO ORDER by Keith Facer

CONSENT ITEMS

- **November 9, 2015 Board Meeting and Closed Session Minutes**
Alana Wilson made a motion to approve the November 9, 2015 Board Meeting and Closed Session Minutes; Taylor Leavitt seconded. Motion passed unanimously.

PUBLIC COMMENT

- No public comments were made.

MONITORING

- **Director Update**
Nicole Jones provided an update on the state of the school. The assessments are still underway and will be completed by the end of January and sent to the Board for review. The student retention rates were discussed including the impact that can have on assessments and the school community.
The mid-year survey results were presented and compared with the results from last year. The teacher survey results were positive and the areas of concern were discussed. The parent satisfaction survey results were provided and show improvement from last year.
The attrition report was reviewed including the retention of students since the school started. The areas where students are coming from and where potential families may come from were viewed. The plan for marketing to families was disseminated and includes tours, events, and an informative and engaging

onboarding process to help families understand the school culture and program of instruction. The tours were beneficial last year will be hosted again this year.
Break from 10:03 AM to 10:18 AM.

STRATEGIC PLANNING

- **Budget Scenarios and Plan**

Britin Van Brocklin reviewed the budget to actuals and the school is staying on progress with maintaining the strict budget. The costs of snow removal were discussed and the need to stay within budget based on weather constraints. The Board reviewed budget projections based on no student enrollment growth, minimal enrollment growth, and proposed enrollment growth to ensure the school are prepared for fall enrollment and to maintain bond covenants. The school is committed to maintaining fiscal responsibility and being realistic about growth. The Board discussed tracking the debt service coverage ratio and if needed to request a waiver closer to the end of year.

- **SCOT Analysis**

The Board reviewed the current SCOT analysis and made changes based on faculty needs and maintaining a currently functional technology driven education. The Board discussed finding additional corporate sponsorships for technology improvements.

- **2015-2016 Strategic Plan Review & Revisions**

The Board reviewed the goals in the plan and how the Director is accomplishing the plan through professional development and community growth.

VOTING ITEMS

- **2016-2017 Calendar**

Nicole Jones proposed the calendar for next year and reviewed the days and hours that the school will be in session, along with the breaks that have been incorporated. The calendar aligns closely with the district but fits the community needs. Keith Facer made a motion to approve the 2016-2017 Calendar; Shelley Young seconded. Motion passed unanimously.

- **School Land Trust Plan and Budget**

Keith Facer made a motion to approve the School Land Trust Plan and Budget; Taylor Leavitt seconded. Motion passed unanimously.

POLICY GOVERNANCE

- **Policy Governance Review**

The Board reviewed policy governance policies and the schools ability to track and follow policies. The Board reviewed Board-Management Global, Ends 1.1. Academic Accomplishment, Ends 1.5. Appreciation for Learning, Ends 1.6. Community Involvement, Ends 1.7. School Culture, Executive Limitations 2.5. Emergency Director Succession, Executive Limitations 2.6. Asset Protection, Executive limitations 2.9. Ends Focus of Grants or Contracts, Governance Process 4.2. Board Job Description, Governance Process 4.7. Establish Cost of Governance Budget, and the Charter

Effectiveness Goal #3. The school has take strong strides forward in tightening security to promote a safe school environment. The school maintains better procedures for visitors and is working on improving the process during school events. The school is holding more emergency drills than in prior years and the staff is knowledgeable about what to do during certain events.

DISCUSSION ITEMS

- **Action Items**
The Board reviewed the assigned action items and committee pursuits.
- **Calendaring**
Board Meeting March 14, 2016 at 7:00 PM.

ADJOURN

- Keith Facer made a motion at adjourn the Board Meeting; Judy Nixon seconded.
Motion passed unanimously.
Board Meeting adjourned at 12:03 PM.